



DEPARTMENT OF THE NAVY

COMMANDER  
HELICOPTER TACTICAL WING  
U.S. PACIFIC FLEET  
NAS NORTH ISLAND P.O. BOX 357096  
SAN DIEGO, CALIFORNIA 92135-7096

COMHELTACWINGPACINST 1510.1B

N3

MAR 12 1998

COMHELTACWINGPAC INSTRUCTION 1510.1B

Subj: ADMINISTRATIVE AND TRAINING REQUIREMENTS FOR FIREFIGHTING  
TRAINING

Ref: (a) OPNAVINST 3541.1D  
(b) COMNAVAIRPACINST 1320.1N  
(c) NAVAIRSYSCOMINST 1500.5A

Encl: (1) Monthly Request Format

1. Purpose. To establish guidelines for scheduling firefighting training at Fleet Training Center, San Diego.

2. Cancellation. COMHELTACWINGPACINST 1510.1A.

3. Scope. Per reference (a), firefighting training is required for all personnel six months prior to reporting aboard U.S. Naval vessels. Personnel assigned to deployable squadrons should receive firefighting training prior to reporting aboard. Firefighting training shall be valid for the duration of the sea tour for which received, not to exceed 48 months. The following criteria will be used for course assignment:

WORKING ENVIRONMENT

COURSE

- |                                      |              |
|--------------------------------------|--------------|
| a. Working on second deck and below: | J-495-0412   |
| b. Working on hangar deck and above: | J-495-0413   |
| c. Working in both areas:            | Both courses |

4. Discussion. Reference (b) establishes the requirement for all commands funded by a Type Wing to submit quota requests to that Type Wing. The Wing will in turn submit a consolidated request to the Type Commander. When quotas are allocated to the Type Wing, they shall be assigned on the following priority basis:

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- a. Commands scheduled to deploy within six months.
- b. Fleet Replacement Squadrons.
- c. All other commands.

5. Action.

a. Reference (c) requires all Fleet Replacement Squadrons to send students to firefighting training during Phase 1 of FRAMP training. Whenever this is not possible, fleet squadrons shall comply with reference (a).

b. Subordinate commands shall submit quota requests for desired schools to COMHELTACWINGPAC (N3) (Attn: Quota Control). Informal type written correspondence using format in enclosure (1) is recommended, PHONCON with N3 is acceptable. COMHELTACWINGPAC (N3) will only accept quotas from the Training Officer or designated representative.

c. Monthly requests must be received not later than close of business on the fifteenth day of the month prior to the month in which training is desired. (Example: 15 May is the due date for requesting training dates in June.)

d. Quota cancellations shall be received, in writing, by COMHELTACWINGPAC (N3) no later than one week prior to class convening date. This permits reassignment of quotas.

e. The following information shall be submitted to CHTWP (N3) in writing for commands cited on COMTRAPAC No-show report:


(1) An explanation of the circumstances involved with the no-show.

(2) A plan detailing action being taken to prevent any recurrence.

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f. Commanding Officers shall ensure 100 percent utilization of quotas received. The goal for COMHELTACWINGPAC is zero no-shows.

  
J. F. HARDISON  
Acting

Distribution:

COMHELTACWINGPACINST 5216.1C (CH-1)

List I and II

Copy to:

COMNAVAIRPAC

COMTRAPAC

FLETRACEN

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MAR 1 1998

MONTHLY REQUEST FORMAT

DATE:

From: (Squadron/Detachment)

To: COMHELTACWINGPAC San Diego CA (N3)

Subj: DAMAGE CONTROL/FIREFIGHTING QUOTA REQUEST

Ref: (a) COMHELTACWINGPACINST 1510.1B

1. The following quota requests for \_\_\_\_\_  
are submitted per reference (a):

COURSE NAME	COURSE NUMBER	CLASS DATE	QUOTAS REQUESTED
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2. Percentage of personnel attached that have received required  
firefighting training:

3. Squadron point of contact and telephone number.

(Training Department Head)  
By direction

Encl (1)